



WEST
HILLS
COMMUNITY
COLLEGE
DISTRICT

WEST HILLS COMMUNITY COLLEGE DISTRICT

Board of Trustees
9900 Cody Street
Coalinga, CA 93210
(559) 934-2100

MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD

October 26, 2004



CALL TO ORDER / OPEN SESSION

President Levinson called the meeting of the Board of Trustees to order at

Board members present:

Jeff Levinson
Jack Minnite
Nina Oxborrow
Mark McKean
Edna Ivans
Bill Henry
Steve Cantu
Willie Lee, Student Trustee

Administrators present:

Frank Gornick, Chancellor
Ken Stoppenbrink, Interim Vice Chancellor of Business Services
Anthony Tricoli, President, West Hills College Coalinga
Don Warkentin, Interim President, West Hills College Lemoore
Dave Bolt, Dean of Educational Services, West Hills College Lemoore
Beverly Smith, Dean of Student Learning, West Hills College Coalinga
Susan Kincade, Dean of Learning Resources
Jose Lopez, Dean of Students, West Hills College Lemoore

Introduction of Guests

There were no guests present at this time.

Public Comments

There were no public comments made at this time.

REPORTS FROM ORGANIZATIONS / COLLEGES / DISTRICT OFFICE

Academic Senate Report – Mr. Marlon Hall, Academic Senate President at West Hills College Coalinga, reported that Dr. Allen Carden of the Central Valley Higher Education Consortium (CVHEC) was the guest speaker at the October 12 Academic Senate meeting in Coalinga. Discussion occurred with Dr. Carden regarding the guaranteed AA transfer degree and the Academic Senate adopted a resolution concerning this matter which Mr. Hall read to the Board of Trustees. Mr. Hall reported that he is looking forward to making a presentation to the Board of Trustees at their January retreat.

Mr. David Rengh, Academic Senate President at West Hills College Lemoore, was not present to report at this time.

WHCFA Report – In the absence of Mr. John Bart, WHCFA President, Ms. Faye Mendenhall stated that the Faculty Association had nothing to report at this time.

CSEA Report – Mr. Tony Garcia, CSEA President, was not present to report at this time.

ASB Report – Mr. Willie Lee, Student Trustee, reported that the student government has been busy with many activities including a forum on ethical issues with SIFE; first annual fun day in Lemoore; Jim Costa visit; Open House; and a Halloween dance.

West Hills College Coalinga and North District Center, Firebaugh – Dr. Anthony Tricoli, President, distributed a campus activities report and briefly commented on recent and upcoming events. Dr. Tricoli acknowledged the efforts of Mr. Marlon Hall and stated that his leadership is important. Dr. Tricoli reported that he recently attended a conference on major gift fundraising and will continue work in this area.

Dr. Beverly Smith, Dean of Student Learning, commented on the final editing of the accreditation self study. She reported that there is documentation and extensive data for every area. The self study shows the autonomy of the college and shows collaborative, shared governance decision making. The self study also shows that the college mission is central to planning.

West Hills College Lemoore – Mr. Don Warkentin, Interim President, distributed a campus activities report and briefly commented on recent and upcoming events. On behalf of Mr. David Rengh, Academic Senate President for West Hills College Lemoore, he reminded the Board that their Senate has also passed a resolution on the guaranteed AA degree. He also reported that the Lemoore Senate is presently reviewing the Chancellor's office recommendations for the curriculum process.

Mr. Warkentin reported that the accreditation process for Lemoore is moving forward. All full time faculty have volunteered and are assigned to a standard. They will have in excess of 60 staff members working on accreditation.

Ms. Marta Hendrickson, Counselor at West Hills College Lemoore, provided a PowerPoint presentation on articulation. President Levinson stated that articulation is an interesting process. Trustee Minnite questioned if the four year institutions are asking for more of the information from the community colleges. Ms. Hendrickson responded in the affirmative stating that more courses have been added. Dr. Gornick stated that anything we can do to simplify the process is going to help people transfer.

Chancellor's Report – Dr. Frank Gornick, Chancellor, thanked Dr. Tricoli, Mr. Warkentin, and their staff. He reported that he has read the accreditation document for West Hills College Coalinga and it is well done and thorough. He stated that we are off to a good start in terms of the numbers.

CONSENT AGENDA

The following consent agenda items were approved on a motion by Trustee Ivans, seconded by Trustee Oxborrow, and carried unanimously:

CA-15 Minutes – The minutes of the September 28, 2004 Board meeting were approved as submitted.

CA-16 Warrants – The warrants were approved as submitted.

CA-17 Quarterly Financial Status Report, 311Q – The Quarterly Financial Status Report, 311Q for the quarter ending September 30, 2004 was approved as submitted.

CA-18 Personnel Transactions – The list of personnel transactions (as attached to the official minutes) was approved as submitted.

CHANCELLOR'S OFFICE

Dr. Gornick explained that the Memorandums of Understanding (MOUs) are continuances of agreements with the particular agencies.

Trustee Ivans questioned how things are going with the Coalinga Hospital. Dr. Gornick reported that we haven't heard any good news.

Trustee McKean questioned if we are paid back for the hours outlined in the MOUs. Dr. Gornick responded in the affirmative stating that they are more along the lines of work experience at the non-credit rate.

The following items were approved on a motion by Trustee McKean, seconded by Trustee Minnite and carried unanimously.

CO-7 Memorandum of Understanding - Radiologic Technician Program - The Memorandum of Understanding with the Hospital Council for the Radiologic Technician Program was approved as submitted.

CO-8 Memorandum of Understanding - Kings Rehabilitation Center - The Memorandum of Understanding with Kings Rehabilitation Center was approved as submitted.

FISCAL SERVICES

FS-12 Fiscal Services Report - Mr. Ken Stoppenbrink, Interim Vice Chancellor of Business Services, reported that the budget is in good shape moving into the next quarter. He reported that we have met the full time faculty obligation and 50% rule.

FS-13 Chancellor's Office Tax Offset Program (COTOP) - The District's participation in the 2005 Chancellor's Office Tax Offset Program (COTOP) was approved on a motion by Trustee Henry, seconded by Trustee Minnite, and carried unanimously.

FS-14 Change Order - The following change order was approved on a motion by Trustee Cantu, seconded by Trustee Minnite, and carried unanimously:

- Change Order No. 3 - District Office Relocation Project

FS-15 Notice of Completion - The notice of completion for the District Office Relocation Project was approved on a motion by Trustee Minnite, seconded by Trustee Oxborrow, and carried unanimously.

BOARD REPORTS/COMMENTS/REQUESTS AND ANNOUNCEMENTS

Trustee Cantu stated that he had no comments at this time.

Trustee McKean thanked everyone for the good reports.

Trustee Ivans thanked everyone for the presentations made.

Trustee Oxborrow stated that she appreciates the presentations and thanks everyone for their hard work on accreditation.

Trustee Minnite echoed the comments made by his fellow Board members and expressed his thanks to the "people behind the people".

Trustee Henry echoed the comments made by his fellow Board members.

President Levinson announced that the next meeting of the Governing Board is scheduled for November 16, 2004.

CLOSED SESSION

The meeting was adjourned to closed session at 5:15 p.m.

- Public Employee Discipline/Dismissal/Release (as per Government Code Section 54957)
- Existing Litigation (as per Government Code Section 54956.9(a)). Name of case: Grant v. West Hills Community College District, et al
- Discussion of land acquisition/disposition of property (as per Government Code Section 54956.8). Property: Coalinga, California; Lemoore, California; Firebaugh, California
- Conference with Labor Negotiators (as per Government Code Section 54957.6). Agency negotiator: Director of Human Resources. Employee organizations: CTA; CSEA

ADJOURNMENT

There being no further business before the Board of Trustees, the meeting was adjourned at 5:50 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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Personnel Transactions

1. New Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Date	Additional Information
Delgado, James	Custodian/Groundskeeper West Hills College Lemoore	19 hrs/week 12 mo/year	Range 37 Step A	District	10/25/04	New position
Diokno, Michelle	Food Service Cashier West Hills College Coalinga	19 hrs/week 12 mo/year	Range 33 Step A	Auxiliary	10/11/04	Replacement for Angelica Corpus
Gonzalez, Imelda	Child Development Center Assistant Avenal Infant Center	19 hrs/week 9 mo/year	Range 23 Step A	Grant	10/11/04	Replacement for Esther Aranda
Luna, Guadalupe	Senior Secretary, Learning Resources West Hills College Lemoore	40 hrs/week 12 mo/year	Range 40 Step A	Grant	10/18/04	Replacement for Rebecca Reyes Re-hired from 39 month list
Ruiz, Martina	Child Development Center Assistant North District Center, Firebaugh	19 hrs/week 9 mo/year	Range 23 Step A	Grant	10/4/04	Replacement for Christy Watson
Urbina, Jose	Office Assistant I, One Stop Office West Hills College Coalinga	40 hrs/week 12 mo/year	Range 29 Step C	Grant	10/1/04	New position

2. Temporary Hires

Name	Title & Location	Schedule	Salary Placement	Funding	Effective Dates	Additional Information
Gardner, Nancy	Child Development Center Assistant West Hills College Coalinga	19 hrs/week	Range 23 Step A	Grant	10/27/04 – 12/31/04	
Gutierrez, Ana	Child Development Center Teacher Cheney Preschool	40 hrs/week	Range 40 Step A	Grant	10/27/04 – 12/31/04	
Taylor, Georgia	Child Development Center Cook Avenal Infant Center	19 hrs/week	Range 33 Step A	Grant	10/27/04 – 12/31/04	Temporary replacement for Stacy Griswold

3. Changes in Assignment

Name	Current Assignment	Change	Effective Date	Additional Information
Baggs, Andrea	Child Development Center Assistant West Hills College Lemoore Range 23, Step A Grant funded position	Child Dev. Center Associate Teacher West Hills College Lemoore Range 30, Step A Grant funded position	10/1/04	Temporary change
Simonson, Lenore	Advising Specialist West Hills College Lemoore Range 56, Step D	Educational Technology Specialist West Hills College Lemoore Range 65, Step A Grant funded position	10/1/04	Replacement for Jill Stearns
Stoppenbrink, Ken	Director of Human Resources District Office Range III, Step 5	Int. Vice Chancellor of Business Services District Office Administrative Contract	10/1/04	Temporary replacement for Jack Maht

4. Resignations / Retirements / Releases During Probation / Terminations

Name	Title & Location	Effective Date	Additional Information
Bonilla, Leticia	Child Development Center Assistant West Hills College Coalinga	10/15/04	Resignation
Griswold, Stacy	Child Development Center Cook Avenal Infant Center	10/8/04	Resignation
McSheehy, Brianna	Child Development Center Assistant West Hills College Coalinga	10/11/04	Resignation
Rhodes, Diane	Child Development Center Teacher Cheney State Preschool	10/29/04	Resignation